



KNIGHTDALE TOWN COUNCIL MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

November 7, 2016

The Knightdale Town Council met at 7:00 p.m. at Knightdale Town Hall, 950 Steeple Square Court, Knightdale, North Carolina.

PRESENT: Mayor James Roberson, Mayor Pro Tem Mike Chalk, Councilors Pete Mangum, Mark Swan, Dustin Tripp, and Randy Young.

ABSENT: No one.

Staff Members Present: Clyde Holt, Town Attorney; Hal Mason, Interim Town Manager; Suzanne Yeatts, Administrative Services Director; Whitney Ledford, Town Clerk; Lawrence Capps, Police Chief; Robbie Worrell, Public Works Director; Jason Brown, Senior Planner; Keith Archambault, IT Administrator; Tina Cheek, Parks and Recreation Director; Chris Hills, Development Services Director; Tim Guffey, Fire Chief; Jonas Silver, Public Information Officer.

Meeting called to order by Mayor Roberson at 7:00 p.m.

WELCOME
Welcome by Mayor Roberson.

INVOCATION
Invocation by Mayor Pro Tem Chalk.

Mayor Roberson asked the Town Council, staff, and citizens to keep the family of Lois Burch in their prayers, as she passed away over the weekend.

PLEDGE OF ALLEGIANCE
Pledge of Allegiance by Lucas Spencer, a fourth grade student at Lockhart Elementary School.

ITEM I. ADOPTION OF AGENDA
...Motion by Councilor Swan to adopt the agenda. Motion seconded by Councilor Young and carried unanimously.

ITEM II. APPROVAL OF MINUTES
...Motion by Councilor Swan to approve the minutes from October 19, 2016. Motion seconded by Councilor Tripp and carried unanimously.

ITEM III. PRESENTATIONS, RECOGNITIONS, AWARDS

A. Lockhart Elementary School Staff Recognition

Principal Daniel Zoller recognized Ms. Kelli Sweet on being Lockhart's Teacher of the Year and Ms. Sharon Jones on being the Teacher Assistant of the Year.

Mayor Roberson presented Ms. Sweet and Ms. Jones with certificates of recognition.

B. WakeMed Update

Donald Gintzig, CEO of WakeMed Health and Hospitals gave an update detailing the company's current community initiatives.

ITEM IV. PUBLIC

Anyone may speak on an issue not included on tonight's agenda. If you anticipate speaking during tonight's meeting, please print your name and address on the form at the entry table. You must speak from the podium to assure accurate record. Before speaking, please state your name and address.

A. Open to the Public

None at this time.

B. Report on Citizen Inquiries

None at this time.

ITEM V. CONSENT AGENDA

A. Closing Main Street for Veteran's Day Memorial

RES #16-11-07-001

... Approve SEP-2-16 and Resolution #16-11-07-001, Blue Star Memorial

Veteran's Day Special Event Permit with the noted conditions: On-street parking spaces located within the area of the proposed temporary street closure are marked off so that individuals attending church/retail stores in the vicinity are not prohibited from leaving until after the event.

B. Budget Amendment 2017 03

...Adopt Budget Amendment 2017 03.

C. Fawn Ridge Project Award

... Town Council authorizes the Town Manager to:

1. Enter into a contract with Backwater Environmental, Inc. for the Fawn Ridge Stream Stabilization Project.

2. Enter into a contract with The John R. McAdams Company, Inc. to conduct the construction administration for the Fawn Ridge project.

3. Allow Town staff to administratively approve change orders that do not exceed 5% of the total contract cost with Backwater Environmental, Inc.

4. Allow Town staff to administratively approve change orders that do not exceed 10% of the total estimated contract cost with The John R. McAdams Company, Inc.

C. 2016 Assistance to Firefighter's Grant for Communications Radios

...Approve Fire Department's request to pursue the FEMA Assistance to Firefighter's Grant.

D. Revised Attorney Agreement

...Approve the Revised Attorney Agreement with Smith Moore Leatherwood, LLP.

Development Services Director Chris Hills answered questions from Council Swan about the Fawn Ridge Project Award item.

...Motion by Councilor Tripp to adopt Consent Agenda. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.

ITEM VI. PUBLIC HEARINGS

If you anticipate speaking during a public hearing at tonight's meeting, please print your name and address on the form at the entry table. You must speak from the podium to assure accurate record of testimony. Large groups are asked to designate a spokesperson. If the Mayor announces that the hearing is a quasi-judicial public hearing, all speakers must be administered an oath by the Town Attorney.

A. TCA-1-16 Town Code Amendments

ORD #16-11-07-001

Senior Planner Jason Brown presented three code amendments to the Knightdale Code of Ordinances in the following areas: Section 40.21, Chapter 40 Article II, and Section 83.01. Mr. Brown recommended Council close the public hearing, approve TCA-1-16, and adopt Ordinance #16-11-07-001.

Public Hearing opened at 7:21 p.m.

No one approached.

...Motion by Councilor Young to close the Public Hearing at 7:21 p.m., approve TCA-1-16, and adopt Ordinance #16-11-07-001. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.

B. ZTA-3-16 Quarterly Amendments

Mr. Brown shared a Zoning Text Amendment request from the Town of Knightdale Land Use Administrator to amend the following chapters: 5, 7, 8, 10, 13, 14, 15, and 16; 6.4(F)2.b; 11.5(A)2; 17.3; 18.3(D). Mr. Brown recommended Council close the public hearing and refer to the November 14, 2016 Land Use Review Board Meeting for Advisory Statement and Recommendation.

Mr. Hills and Mr. Brown answered questions from Council.

Public Hearing opened at 7:40 p.m.

No one approached.

...Motion by Councilor Tripp to close the Public Hearing at 7:41 p.m. and refer this item to the November 14, 2016 Land Use Review Board Meeting for Advisory Statement and Recommendation. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.

C. AN-2-16 Eastgate 540 Annexation

ORD #16-11-07-002

Mr. Brown gave an update on the petition to voluntarily annex one tract consisting of approximately 24.45 ± acres located east of Hodge Road, west of future I-540, and north of Kemp Drive. The owner and petitioner is SP Raleigh-Hodge Road, LLC.

Mr. Brown recommended Council close the public hearing and adopt Ordinance #16-11-07-002.

Public Hearing opened at 7:44 p.m.

No one approached.

...Motion by Councilor Mangum to close the Public Hearing at 7:45 p.m. and adopt Ordinance #16-11-07-002. Motion seconded by Councilor Young and carried unanimously.

ITEM VII. SET PUBLIC HEARINGS

None at this time.

ITEM VIII. TOWN ATTORNEY

None at this time.

ITEM IX. OLD BUSINESS

None at this time.

ITEM X. NEW BUSINESS

Rudolph's Holiday Rodeo

Parks and Recreation Director Tina Cheek presented a request to permit the sale and consumption of alcohol at the December 4, 2016, Rudolph's Holiday Food Truck Rodeo held at the Knightdale Station Park Amphitheater. Ms. Cheek answered questions and recommended Council adopt Resolution #16-11-07-002.

...Motion by Councilor Swan to adopt Resolution #16-11-07-002. Motion seconded by Councilor Young and carried unanimously.

ITEM XI. OTHER BUSINESS

Mayor Roberson gave an update on the Town's current involvement with the Hurricane Matthew relief effort in surrounding municipalities, praised staff for their hard work, and encouraged citizens to continue to help as well.

ITEM XII. COMMITTEE REPORTS

Mayor Roberson announced the addition of two new committees: Legislative Committee and Parks & Recreation Committee. Appointments will be made to these two committees at the November 16, 2016 Town Council meeting.

Mr. Hills and Administrative Services Director Suzanne Yeatts outlined the purposes of these new committees.

Councilor Young commended the creation of a Parks & Recreation Committee and volunteered to serve as a committee member.

A. Planning and Engineering

No report.

B. Finance

Councilor Mangum reported an extensive presentation from both Chief Guffey and Chief Capps and noted that the monthly Finance Report will be available at the November 16' 2016 meeting.

C. Public Safety

No report.

D. Nominating

No report.

E. Liaison Reports



Councilor Mangum applauded the Hurricane Matthew relief efforts by the Knightdale Chamber of Commerce as they collect necessities for local municipalities in need.

ITEM XIII. CLOSED SESSION FOR LEGAL OR PERSONNEL MATTERS

None at this time.

ITEM XIV. ADJOURNMENT

...Motion by Councilor Swan to adjourn at 7:54 p.m. Motion seconded by Councilor Young and carried unanimously.


Town Clerk Whitney A. Ledford
Mayor James A. Roberson